



# Indiana Department of Transportation Office of Asset Management and Road Inventory

## Mileage Certification Change Request

Date of Submittal:	<input type="text"/>		
County Name:	<input type="text"/>	City/Town Name:	<input type="text"/>
Name of Office and Title:	<input type="text"/>		
Address:	<input type="text"/>		
City:	<input type="text"/>		
State:	<input type="text"/>	ZIP Code:	<input type="text"/>
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		

Please check one of the following:

☐ No, we will not have any changes

☐ Yes, we have changes

Before we can make any changes, you **MUST** include items 1-3 for each submission. For annexations with mileage changes, you **MUST** include items 1-4. If you only have an annexation with no changes to mileage, item 4 is all you need to submit.

- 1.) ☐ Copy of a current (scaled) map(s) depicting the roads that need added and/or removed **OR** a shapefile or file geodatabase. If none of these are available, provide a copy of measurable (Scaled) plats depicting the roads that need added/removed.
- 2.) ☐ Copy of meeting minutes at which a governing body accepted the roads into your system. If unavailable, please provide a letter stating the acceptance of the roads **signed by an elected official**. An example acceptance letter is available if needed.
- 3.) ☐ A list of each road and its requested mileage.
- 4.) ☐ Copy of annexation ordinance (s) establishing the new corporate limits along with a shapefile and/or file geodatabase of the correct corporate limits. If a shapefile is not available provide a drawing of the correct corporate limits on a scaled map.

**Note:** Please keep us current with your corporation boundaries whether or not there are roads involved.

For a current view of your inventory, please see our web viewer here:

<https://indot.maps.arcgis.com/apps/webappviewer/index.html?id=df731decaa704512923b7732ed3ddad2>

If you need a current copy of INDOT's inventory for your jurisdiction or if you have any questions regarding information being requested, please contact Andrew Acuff by email at [aacuff@indot.in.gov](mailto:aacuff@indot.in.gov) or by phone at (317) 233-1059.

For a Mail submission, please return this completed form and all submissions to:

INDOT/Office of Asset Management and Road Inventory  
Andrew Acuff  
100 N Senate Ave (IGCN) - Rm 955 PL  
Indianapolis, IN 46204

For an Electronic submission, please email this completed form and all submissions to: [aacuff@indot.in.gov](mailto:aacuff@indot.in.gov)

**Submittals for the current year certification will be accepted through December 31<sup>st</sup>.**